

**IN THE CLAIMS:**

Please withdraw claims 3 and 4 without prejudice or disclaimer.

Please amend claims 2, 5, 6, 7, 17, 23, 27 and 30 as follows:

Sub C1  
b1 2. (Twice Amended) A method for identifying a secondary document having an un-specified location relative to a primary document in a document preparation environment comprising:

determining if said primary document includes an indicator;

identifying said secondary document by determining at least one of a filename and a location of said secondary document using at least one of a user input, a user selection and syntactic processing of said primary document, if said primary document includes said indicator; and

attaching said secondary document to said primary document to encapsulate said primary and secondary documents together, if said primary document includes said indicator.

Sub C2  
b2 5. (Amended) The method according to claim 2, wherein said primary document includes at least one word, and wherein determining at least one of said filename and said location of said secondary document is performed as a function of said at least one word.

6. (Amended) The method according to claim 2, wherein said primary document includes a plurality of words, and wherein determining at least one of said filename and said location of said secondary document is performed as a function of said

plurality of words within a predetermined proximity of said indicator included in said plurality of words.

b2  
7. (Amended) The method according to claim 2, further comprising:  
associating a predetermined word with at least one of said filename and said location of said secondary document,  
wherein said primary document includes said predetermined word, and  
wherein identifying at least one of said filename and said location of said secondary document is performed as a function of said predetermined word.

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sub 4  
b3  
17. (Twice Amended) A document preparation system for identifying a secondary document having an un-specified location from a primary document comprising:  
a first storage device storing said primary document;  
a second storage device storing said secondary document;  
a third storage device storing an indicator; and  
a processor coupled to said first storage device, said second storage device and said third storage device, said processor determining if said primary document includes said indicator, identifying said secondary document by determining at least one of a filename and a location of said secondary document using at least one of a user input, a user selection and syntactic processing if said primary document includes said indicator, attaching said secondary document to said primary document to encapsulate said primary and secondary documents together, if said primary document includes said indicator.

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23. (Amended) A document preparation system comprising:  
a storage device;  
a set of instructions stored on the storage device; and  
a processor executing said set of instructions to identify a secondary document having an un-specified location relative to a primary document by:  
determining if said primary document includes an indicator,  
identifying said secondary document by determining at least one of a filename and a location of said secondary document using at least one of a user input, a user selection and syntactic processing if said primary document includes said indicator, and  
attaching said secondary document to said primary document to encapsulate said primary and secondary documents together, if said primary document includes said indicator.

27. (Amended) A method for identifying an unspecified address of a recipient of a primary document in a document preparation environment comprising:  
determining if said primary document includes an indicator;  
identifying an address of said recipient by determining said address of said recipient using at least one of a user input, a user selection and syntactic processing if said primary document includes said indicator; and  
attaching said address of said recipient to said list of said at least one address to encapsulate said address of said recipient with said primary document, if said primary document includes said indicator.

30. (Amended) A document preparation system comprising:  
a storage device storing a set of instructions;  
a processor executing said set of instructions to identify an unspecified  
address of a recipient of a primary document, said primary document including a list of at  
least one address corresponding to at least one recipient to receive said primary  
document, by:  
determining if said primary document includes an indicator,  
identifying an address of said recipient by determining said address  
of said recipient using at least one of a user input, a user selection and syntactic  
processing, if said primary document includes said indicator, and  
attaching said address of said recipient to said list of said at least one  
address to encapsulate said address of said recipient with said primary document, if said  
primary document includes said indicator.

Please add the following new claims:

31. (New) The method of claim 2, wherein said using syntactic processing of said  
primary document comprises using natural language processing techniques.

32. (New) The method of claim 31, wherein said using natural language  
processing techniques comprises at least one of:  
using word association processing; and  
using probability matching.